

REGULAR COUNCIL MEETING  
FICDA Training Room  
May 3, 2021

Members Present: Douglas Baker, Mayor  
Donna Fletcher, Deputy Mayor  
James Johnson  
Samuel Lyons (via teleconference)  
Christian Marshall  
Fred Mays  
Ryan Rudegeair (via teleconference)

Members Excused: None

In Attendance: Tracy Jamieson, City Manager  
Brian Spaid, Esq., City Solicitor  
Harmony Motter, Finance Director  
James Wetzel, Fire Chief  
Kevin Anundson, Police Chief (via teleconference)  
Charles Gibbons, Code Enforcement Officer (via teleconference)  
Michael Gorman, Resource and Development Assistant (via teleconference)  
T.J. Parks, Recording Secretary  
Dillon Provenza, Venango Newspapers, Inc.  
Aly Delp, Explore Venango (via teleconference)  
Chad Ellis, Franklin Rotary Club  
Jerry Gressley, Franklin Rotary Club  
Zachary Covington, Franklin Rotary Club  
Jodi Lewis, Franklin Chamber of Commerce  
Deb Eckelberger, FICDA  
Albert and Jolene Dodge, 1118 Buffalo Street  
Jessica Carroll, Elk Street

The meeting was held virtually and in-person. Mayor Baker called the meeting to order at 7 P.M.

**ADOPTION OF AGENDA - Resolution No. 44**

Mr. Johnson moved to adopt the agenda as presented. Mr. Marshall seconded the motion, which passed unanimously.

**APPROVAL OF MINUTES - Resolution No. 45**

Mrs. Fletcher moved to approve the minutes of the regular meeting of April 5, 2021. Mr. Lyons seconded the motion, which passed unanimously.

#### **PAY THE BILLS - Resolution No. 46**

Mr. Johnson moved to pay the bills as presented. Mr. Mays seconded the motion, which passed unanimously.

#### **CITIZENS' INQUIRIES – None.**

#### **CERTIFICATES OF APPROPRIATENESS – Resolution No. 47**

It was noted HARB recommended approval of all three of the following requests:

- Front porch alterations at 924 Liberty Street.
- The construction of a back deck and pergola at 927 Elk Street.
- Alterations to the front and back porches, and exterior painting at 1118 Buffalo Street, as presented.

Mrs. Fletcher moved, and Mr. Marshall seconded a motion to issue Certificates of Appropriateness for all three requests. Motion passed unanimously.

#### **REQUEST FROM ROTARY CLUB – PEACE POLE AND PLAQUE – Resolution No. 48**

Mr. Chad Ellis, President of the Franklin Rotary Club 5138, explained that a peace pole is a symbol of the hopes and dreams of humanity. Each pole has "May Peace Prevail on Earth" written on it in different languages on each of the four or six sides of the pole. As a way to celebrate their 100 year anniversary, the Franklin Rotary Club would like to install a peace pole and a plaque in the downtown park area, either in Fountain Park (which was the preferred spot) or on 12<sup>th</sup> Street Island. The pole would be securely implanted into the ground, and the plaque mounted on a stone in front of the pole. The entire presentation area would be a 10'x16'x16' triangle. For more aesthetic appeal, the surrounding ground would be mulched and adorned with low-maintenance plants to be supplied by Anderson's Greenhouse. They intend to install the pole and plaque in June and have a community dedication ceremony in the evening on June 29, 2021.

Mr. Marshall asked if the proposed location in Fountain Park would interfere with vendors at Applefest. Mrs. Lewis, Director of the Chamber, stated that there are never any vendors in that specific location, so there would be no interference. In reference to the proposed location at Fountain Park, Mrs. Jamieson asked how far back from the sidewalk would it be placed. Mr. Ellis advised approximately 8'-9'.

Mayor Baker motioned to approve the installation of the Peace Pole in the Fountain Park location, seconded by Mr. Marshall. Motion passed unanimously.

#### **CAPITAL IMPROVEMENTS – FACILITY STUDY APPROVAL – Resolution No. 49**

Mrs. Jamieson presented a proposition from Amos E. Rudolph Architecture LLC to conduct a facility study to inspect City Hall, the fire station, street garage and salt bin, and the bandstand. The study will pinpoint issues that would need to be addressed within the next 5-10 years, such as building structure, stairs, doors, windows, electrical, heating, HVAC system, roofing, building exteriors and building grounds (parking lot and sidewalks). They will also

review any existing construction plans that are on file. A report will be compiled that will include an outline of proposed repairs that will then be prioritized based on safety, structural integrity and economic savings. The fixed fee for completing the study is \$15,500.00.

Mayor Baker asked if it would be appropriate to meet with the architects during their walkthroughs. Mrs. Jamieson strongly encouraged staff and Council's presence. Mrs. Fletcher motioned to approve entering into the agreement. Mr. Johnson seconded. The motion passed unanimously.

#### **TEMPORARY CONSTRUCTION EASEMENT REQUEST – Resolution No. 50**

Mrs. Jamieson explained that in order for the Allegheny Boulevard Multi-Modal Trail Project to continue, PennDOT is requesting a temporary construction easement from the City for an area on the northeast corner of Elk Street and Washington Crossing. They had a 152 sq. ft. area appraised and are offering a one-time settlement in the amount of \$500.00 for the temporary easement. Mr. Johnson motioned to approve to accept the settlement and enter into a temporary construction easement with PennDOT. Mrs. Fletcher seconded the motion, which passed unanimously.

#### **PARK AND PARADE ASSEMBLY REQUESTS – Resolution No. 51**

Mr. Mays moved and Mrs. Fletcher seconded the motion to approve the following requests:

- June 1 - 3<sup>rd</sup> Street Playground and Bandstand Park • Class of 2021 Senior Day • Franklin Area High School
- June 14 - Bandstand Park • Flag Retirement Ceremony • Gardinier Funeral Home (includes authorizing proper flag retirement fire)
- June 15 and 29, July 13 and 27, and August 10 - Bandstand Park • Family Movies in the Park • City of Franklin
- June 18-20 - Fountain Park, Bandstand Park, 12<sup>th</sup> Street Island • Blues & BBQ Festival
- June 24-July 4 - Fountain Park, Bandstand Park, 12<sup>th</sup> Street Island, Riverfront Park • 4<sup>th</sup> of July Festivities Week • City of Franklin
- July 2-3 -Perimeters of Fountain and Bandstand Parks • Cpl. Tyler Carey Memorial Ruck and Ride • Shane Care and Angel Carey
- July 23 - Bandstand Park • Venango Co. Employee Picnic • Venango County
- September 24 - Bandstand Park • Venango County Recovery Event • Susan Huffman

The motion passed unanimously. It was specifically noted that, due to the lack of uncertainty caused by the COVID-19 pandemic and the changes in staffing, there wasn't sufficient time to coordinate the annual 4<sup>th</sup> of July parade.

#### **REPORTS**

##### **Manager –**

- **Resolution No. 52** – Chief Wetzel explained that the Fire Department applied for two COVID-19 Crisis Fire Company and Emergency Medical Services grants in July of 2020,

one being fire-related and the other EMS-related. The amount received under the fire grant was \$25,205, and the amount for the EMS grant was \$15,048, for a total of \$40,253. The funds were moved to the City's General Fund, as reimbursement for approved expenses during that period. The Chief further explained that the City was in need of new fire hose before the pandemic hit, but due to the uncertainty of how revenues would be affected, expenditures were kept to the bare minimum. Mr. Wetzel requested that Council approve the purchase of new fire hose in the amount of \$20,000. Mrs. Jamieson explained that, since the grant revenues had not been reflected in the General Fund budget for 2021 and neither was the proposed expenditure, Council would need to approve this request. Mayor Baker motioned to approve the request seconded by Mr. Johnson. Motion passed unanimously.

- **Resolution No. 53** – Mrs. Jamieson requested permission to dispose of the Fire Department utility truck that is being replaced by the Emergency Response Vehicle being purchased through CDBG-COVID funds, using Municibid for the sale of this vehicle. Mr. Johnson motioned to approve of the disposition, seconded by Mrs. Fletcher. Motion passed unanimously.
- **Resolution No. 54** -Mrs. Jamieson reported that Holly Gibbons, owner of 1253 Liberty Street (new Porch Music Store location), has applied for a Historic Building Preservation program grant in the amount of \$948, as incentive to paint the exterior of the building. Motion was made by Mrs. Fletcher and seconded by Mr. Mays to approve the grant. Motion carried unanimously.
- Mrs. Jamieson advised the council that there will be two separate sales timber sales held for Barrett Flats. The bid opening dates are scheduled for May 28<sup>th</sup> and July 9<sup>th</sup>.
- Mr. Wetzel updated Council on the Intersection Safety Study, indicating that almost 200 responses have been logged, thus far. The survey shows that there are a lot of the same intersections being cited as problem areas. Once we reach the deadline for the survey submission, the committee will meet to prioritize which areas are most crucial and discuss resolutions. Mrs. Jamieson and others met with PennDOT at Washington Crossing and Elk Street on April 30, to discuss what the City can do in the short term for that area and to hear PennDOT's views on any long term improvements.
- Mrs. Jamieson explained that some of the Liquid Fuels street paving projects would be postponed until next year, due to other infrastructure work being done on those streets, including the 200 Block of Liberty St., and the 10<sup>th</sup> St. Hill, from Elm to Chestnut Street.
- **Resolution No. 55** –Mrs. Jamieson reported that Adam Cook, from the Franklin YMCA had contacted her about the City making a contribution toward the Y's scholarship program. She noted that it had not been budgeted for, so if Council wanted to contribute, it would need to be voted on. Mr. Johnson motioned, to contribute \$1,000 toward the YMCA's scholarship program, seconded by Mrs. Fletcher. Motion passed unanimously.

- Requested an Executive Session for the purposes of personnel and negotiations.

**Solicitor** – Requested time in Executive Session for purpose of negotiations.

### **Mayor Appointments**

- **Resolution No. 56** – Mayor Baker moved to nominate Nancy Mansfield to serve on Shade Tree Commission. The motion was seconded by Mr. Johnson, which passed unanimously.

### **COUNCIL REPORTS**

#### **Mayor Baker**

- Commented on the successful May Mart this past weekend. He was also pleased to see the cooperation concerning social distancing and mask-wearing during the event.

#### **Mrs. Fletcher**

- Recognized the Street Department for the good job of street sweeping.
- She expressed concern for the intersection of 13<sup>th</sup> and Liberty, explaining that last Friday, she witnessed a lady crossing the street almost got hit by a car trying to beat the red light. Her suggestion is to put a police officer at that intersection.
- Commented that Mayor Baker is seeking write-ins on the mayoral ballot.
- Mrs. Fletcher asked if the police department had used the BOLA wraps. Chief Anundson indicated they had not, but came close when dealing with a mental health situation.

#### **Mr. Johnson**

- Again expressed a desire for ID's for council members.
- Someone at the YMCA asked him when the Miller-Sibley construction would start. Mrs. Jamieson stated that we had hoped starting construction in June, but they were having some problems getting the plans approved by DCNR, so the project could be put out for bid.

**Mr. Lyons** – Nothing to report.

#### **Mr. Marshall**

- Asked when the speed hump would be installed again in the 1300 block of Otter Street. Mrs. Jamieson said that would not happen until the sidewalk project was completed in that area.
- Expressed concern for the parking situation near the intersection of 15<sup>th</sup> and Elk. He requested that the City Solicitor draft a "No Parking" ordinance. Mr. Spaid indicated he would need measurements and an exact location in order to draft an ordinance. Mrs.

Jamieson will request those during the staff meeting.

**Mr. Mays**

- Noted that the decorative lights on Liberty Street are not visually appealing, in that many of the poles and bulbs are inconsistent. Mrs. Jamieson said we have them planned to all be replaced, but that project may not be able to start until December or possibly next year. She noted that some are not currently working altogether and some had been repaired.

**Mr. Rudegear** – Nothing to report.

**EXECUTIVE SESSION – Resolution No. 57**

Mr. Johnson moved and Mrs. Fletcher seconded to enter into Executive Session for the purposes of personnel and negotiations at 8:11 P.M. The motion passed unanimously. The Executive Session ended at 8:25 P.M.

**ANY OTHER BUSINESS – Resolution No. 58**

Mr. Mays moved and Mrs. Fletcher seconded to authorize the City Manager and the City Solicitor to proceed with actions necessary to allow for the vacation of the area of 5th Street beyond its intersection with Elk Street toward the Allegheny River, while reserving easements for public infrastructure located on the property. Motion carried unanimously.

**ADJOURNMENT**

There being no further business to come before the Council, the meeting was adjourned at 8:26 P.M.

Respectfully submitted,

A handwritten signature in black ink, appearing to read 'T.J. Parks', with a stylized flourish at the end.

T.J. Parks,  
Recording Secretary